

Elburn & Countryside Fire Protection District
Board of Trustees Meeting
09/10/2024

Date: September 10th, 2024

To: President & Trustees

From: Pamela C. Hall, Office Manager

Trustee T. Reynolds called the Trustee Meeting to order at 4:30 pm with the following persons in attendance:

T. Reynolds L. Engberg J. Armesy A. Lee M. Hanson P. Hall S. Flaherty
L. Schopp L. Herra

Deputy Chief M. Hanson led the Board of Trustees in the Pledge of Allegiance.

Public Comment:

- None

Presidents Comments:

- No comment

Attorney Comments:

- Attorney Flaherty provided a legislative report to the Board of Trustees. He stated that the IL Fire Chiefs Conference will be held on September 15th - 18th, 2024. He also noted the NIAFPD Conference is scheduled for February 1st – 2nd, 2025.

Chief M. Huneke Comments:

- a) Personnel Matters
 - Deputy Chief M. Hanson informed the Board of Trustees that for both EEOC claims, H. Wimmer & C. Mulvihill, the district has responded and is waiting on EOCC to provide position statements.
 - Attorney S. Flaherty noted that there are three options for the EOCC to respond with – Yes , a dismissal, or legal action against the district.
 - Deputy Chief M. Hanson reviewed the truck schedule noting delivery has been moved up to August 2025. Financials will be determined and discussed at a future meeting. He also noted that the ambulance is scheduled for delivery in May 2025.

Deputy Chief M. Hanson Comments:

- a) Incident Reporting
 - Deputy Chief M. Hanson reviewed the incident report with the Board of Trustees. A copy has been placed on file.
 - Discussion was held in regards to the continued issue the district is having with ambulance billing and EMS|MC. The trustees advised the administration to stop paying the monthly invoice until the EMS|MC revenue issue is resolved. They also requested a representative from EMS|MC be present at the next trustees meeting.

Battalion Chief Comments:

- a) Training & Operations Update
- b) EMS & Safety Update
- c) Support Services Update

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- Support Services report to be emailed to Trustees and a copy placed in file.

Fire Marshal Comments:

- a) Community Risk Reduction (CRR) Bureau
 - i. Project Status (Plan Reviews, Inspections, Etc.)
 - ii. Public Education (Classes, Special Events, Etc.)
- Fire Marshal L. Schopp reviewed the Fire Prevention Bureau report with the Board of Trustees. A copy has been placed on file.

CONSENT AGENDA

Consider any motions to remove any item from consent agenda and place that item under the new business or old business portion of the meeting as appropriate.

Motion to approve consent agenda items # 1 through # 4

- 1) Approve District Trustee Minutes for August 13th, 2024
- 2) Approve Treasurers Report for August 2024
- 3) Approve the July bills in the amount of \$1,118,055.19
- 4) Approve Payroll Report for August 2024

A. Lee made a motion to approve consent agenda items #1 through #4. L. Engberg seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

<u>4</u>	Ayes
<u>0</u>	Nays
<u>1</u>	Absent

Committee Reports:

- 1) Foreign Fire Insurance (FFI) Board Report
 - No report

Pension Board Report:

- Deputy Chief M. Hanson stated that the disability pension hearing for John McCafferty is scheduled for October 1st, 2024. The pension meeting is scheduled for October 21st, 2024.

Old Business:

- 1) Kaneland CUSD 302 and Kaneville Fire Department Update
 - Deputy Chief M. Hanson informed the Board of Trustees that the district will continue to provide support as requested.
 - Deputy Chief M. Hanson also noted that the district will be assisting in planning an active shooter drill.
- 2) Sugar Grove Annexation
 - Deputy Chief M. Hanson informed the Board of Trustees that the administration has provided impact fees to Village of Sugar Grove. The village is aware of our needs.
- 3) LaFox Development Update
 - Deputy Chief M. Hanson informed the Board of Trustees that Chief M. Huneke, Deputy Chief M. Hanson and Trustee T. Reynolds recently attended the St. Charles Plan Commission meeting. He noted

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discussion was held in regards to the potential sale of 970 acres in LaFox to Pulte Homes and their request for consideration of acreage to be annexed by St. Charles.

- Attorney S. Flaherty noted that annexation options will create islands in our district which is a challenge. The financial impact is not an issue due to the property being farmland. He also stated that this development will have a huge impact on the districts' future growth.
 - Deputy Chief M. Hanson stated that Drew Frasz will be requesting St. Charles deny the development/annexation.
- 4) Any old business matters
- None

New Business:

- 1) Decennial Committee Meeting - August 13th, 2024
 - a) Motion to approve Decennial Committee Meeting Minutes for August 13th, 2024
- Office Manager P. Hall informed the Board of Trustees that review and approval of the Decennial Committee meeting minutes is needed to finalize the committee process.

L. Engberg made a motion to approve the Decennial Committee Meeting Minutes for August 13th, 2024. J. Armesy seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

<u>4</u>	Ayes
<u>0</u>	Nays
<u>1</u>	Absent

- 2) Capital Fund Transfer
 - a) Motion to approve transfer of funds to the capital fund in the amount of \$100,000.00
- Office Manager P. Hall informed the Board of Trustees that approval of the transfer of capital funds as recommended by the auditor in the amount of \$100,000.00 is needed.

A. Lee made a motion to approve the transfer of funds to the capital fund in the amount of \$100,000.00. J. Armesy seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

<u>4</u>	Ayes
<u>0</u>	Nays
<u>1</u>	Absent

- 3) Annual Audit; Lauterbach & Amen
 - a) Motion to ratify the Lauterbach & Amen audit expense in the amount of \$6,400.00
- Deputy Chief M. Hanson informed the Board of Trustees that the Lauterbach & Amen audit expense needs to be ratified.

J. Armesy made a motion to ratify the Lauterbach & Amen audit expense in the amount of \$6,400.00. L. Engberg seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

<u>4</u>	Ayes
<u>0</u>	Nays
<u>1</u>	Absent

- 4) Capital Asset Policy #219 review

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- Office Manager P. Hall presented the Board of Trustees with Capital Asset Policy #219 for their review. A copy has been placed on file. Further discussion will be held at the next meeting.
- 5) Any other new business matters or consideration of items removed from the consent agenda
- Deputy Chief M. Hanson informed the Board of Trustees that he has accepted a position as an Academic Advisor for the Chief Officer Program.
- Deputy Chief M. Hanson informed the Board of Trustees of the potential cost savings to remount an ambulance versus purchasing a new one. He noted that a remount can take 1-2 years less for the build-out and have a savings of \$100,000 - \$200,000.00. He would like to explore a remount and the Board of Trustees agreed that the administration should look into it more.

Good of the Organization:

- No comment

At 5:13 pm, A. Lee made a motion to adjourn the meeting. J. Armesy seconded the motion. The meeting was adjourned by unanimous consent.

Respectfully Submitted,
Pamela C. Hall, Office Manager
Elburn & Countryside Fire Protection District